



CALIFORNIA STATE ASSEMBLY JOB LISTINGS

Office: Democratic Office of Communications and Outreach

Classification: Associate Consultant (Project Coordinator)

Posted: October 2, 2023

Salary Range: \$3,709 - \$9,444

The Democratic Office of Communications and Outreach (DCO) is searching for a Project Coordinator. Based in Sacramento, this position is responsible for planning, tracking and facilitating a wide variety of products and services. The ideal candidate has excellent organizational and communication skills. They will work closely with team members on outreach programs and develop innovative techniques and methods for products specific to their assigned region, including the issues and members who represent it. Preferred candidates should be ready to work in a fast-paced environment, manage multiple projects, understand social media platforms, work well in a team environment, accommodate extended work hours as necessary or when legislative functions dictate, and perform other related duties as assigned.

Contact: To apply, please email your resume to Priscilla.Torres@asm.ca.gov